

**King County**

2015 Allocation Process for King County Community Development Block Grant (CDBG) Consortium Funding in 2016

King County Department of Community and Human Services
Community Services Division
Housing and Community Development Program

**SUBMITTAL of PRE-APPLICATION
REQUIRED to QUALIFY for FUNDING**

PRE-APPLICATION FORM for 2016 CDBG Capital Funds Deadline: April 2, 2015 2:00 P.M.

The purpose of this pre-application is to assist CDBG applicants with the submission of their project proposals. Using the answers provided by applicants, we hope to ensure that proposals contain all necessary information to qualify. If the proposed project is ineligible under the CDBG Program guidelines, this screening will prevent the applicant from spending time on an unnecessary final application.

(For paper forms, please type or print legibly)

Identify the Sub-Region of service delivery (*see last page):

☐ *North/East ☐ *South

** Check both boxes if both sub-regions are served.*

1. **Project Title:** _____
2. **Project Location** _____
3. **Agency Name and Address:** _____
- Contact Person and Title:** _____
- Telephone:** _____ **Email Address:** _____
3. **On page 2 please provide a brief description of the proposed project. Include the project location, address, the geographic area the project will serve, and the population group the project will serve in King County.**
4. **Identify the category to which you are applying**

☐ Community Facilities
☐ Public Improvements

☐ Microenterprise
☐ Parks

☐ Minor Home Repair
☐ Other _____
5. **Identify the population that will be served,**

☐ Low/Moderate Income
☐ Elderly (62+)

☐ Persons with Disabilities
☐ Homeless

☐ Other: _____
6. **Is acquisition of property or right of way involved?** ☐ Yes ☐ No
7. **Matching Funds:**

Indicate Cities: (check all that apply)		Status-Indicate one:		
Funds from Joint Agreement Cities:	Total Funding	Anticipated	Committed	Award Date
<input type="checkbox"/> Kirkland \$ _____ <input type="checkbox"/> Redmond \$ _____ <input type="checkbox"/> Renton \$ _____ <input type="checkbox"/> Shoreline \$ _____		<input type="checkbox"/>	<input type="checkbox"/>	
Other Grant, State, Federal Funding from Other CDBG Entitlements: Auburn, Bellevue, Kent, Seattle, Federal Way \$ _____		<input type="checkbox"/>	<input type="checkbox"/>	
Private Funds: \$ _____		<input type="checkbox"/>	<input type="checkbox"/>	
Anticipated Capital Campaign Funds: \$ _____				

Total Other Funds: \$ _____

2016 King County CDBG Consortium Fund Request: \$ _____

Total Project Cost: \$ _____ (Includes Match)

Response to question 3: Project Description: Describe in detail what you plan to acquire, construct, or rehabilitate. Give specific details related to the project and proposed use of the CDBG funds. Identify the permits that will be required for the project as well as any land use approvals (i.e. lot line adjustment, subdivision, rezone, conditional use, etc.) *Limit answer to space provided.*

SUBMITTAL INSTRUCTIONS: Return this form by April 2, 2015 5:00 p.m.

Electronically by e-mail (kathy.tremper@kingcounty.gov); and/or hand deliver to: Kathy Tremper, Community Development Coordinator, King County Housing and Community Development; 401 Fifth Avenue, Suite 510, Seattle, WA 98104. Telephone: (206) 263-9097 Fax (206) 296-0229 TTY: 711 (Relay Service).

To request additional information contact King County Housing & Community Development Program (HCD), (206) 293-9097, or TTY: 711 (Relay Service).

Alternate formats available upon request - (206) 296-9097, or TTY:711 (Relay Service)

ELIGIBLE ACTIVITIES

Fire Protection - acquisition, design, construction or rehabilitation of fire protection facilities and purchase of fire protection equipment.

Relocation - relocation payments and assistance to individuals, families or businesses displaced temporarily or permanently by a CDBG project. A CDBG proposal which may entail relocation must include a relocation plan and budget.

Community Facilities - acquisition, design, construction, or rehabilitation of community facilities which primarily serve, or will serve, low- and moderate-income persons. CDBG funds can be used to acquire, rehabilitate, or construct senior centers, food banks, emergency shelters, and community clinics.

Minor Home Repair Programs - activities related to emergency repairs including activities that protect, repair or arrest the effects of disasters, imminent threats or physical deterioration that pose an imminent danger to life, health or safety.

Public Infrastructure Improvements - paving of gravel streets; installation of curbs, gutters, sidewalks, drainage, etc.

Environmental Quality Projects - design, construction or reconstruction of water and sewer projects, flood drainage facilities, and solid waste disposal facilities to serve existing low- and moderate-income communities or neighborhoods.

Parks, Recreation, Open Space - acquisition, design as an element, site preparation, drainage, construction or rehabilitation of parks or recreational facilities. Any park structure must be permanently affixed. Communities can use these funds to build picnic shelters, and purchase and install play structures.

Streets, Walkways, and Architectural Barriers - street improvements such as curb and roadside drainage; purchase and installation of traffic signals; construction of walkways, crosswalks, neighborhood roads, parking lots, and pedestrian malls; and the removal of architectural barriers that bar persons with disabilities and elderly and limit their mobility within the public right of way.

Removal of Architectural Barrier - A project which removes material or architectural barriers restricting mobility and accessibility of elderly persons or adults meeting the Bureau of the Census' Current Population Reports definition of "severely disabled" to publicly-owned and privately-owned nonresidential buildings, facilities and improvements, and the common areas of residential structures containing more than one dwelling unit is considered to benefit primarily low- and moderate-income persons if it is restricted to the extent possible to the removal of such barriers. (Must be qualified through Public Facility or Public Improvement)

Economic Development - development of micro-enterprise business by providing assistance for comprehensive economic development activities designed to address the economic needs of low- to moderate-income persons or households seeking to start or expand their own small businesses.

ELIGIBLE RECIPIENTS

Presumed Benefit - Certain groups are presumed by HUD to be principally low- and moderate income.

These are abused children, battered spouses, elderly persons, adults meeting the Bureau of the Census' Current Population Reports definition of "severely disabled," homeless persons, illiterate persons, persons living with AIDS, and migrant farm workers.

Verification of Benefit – For public facility projects: Agency client data must verify the income of those receiving benefit, and at least 51% of the beneficiaries must be low- and moderate-income. For public infrastructure improvement projects of a neighborhood or community-wide benefit at least 42.9% of the beneficiaries must be low- and moderate-income.

Income Eligibility (Direct Benefit) Requirements - In this case, each direct beneficiary is screened for income to restrict project benefit to only those persons who are low- and moderate-income.

Benefit by Nature/Location of the Project - This means that the project activity is of such a nature and in such a location that it may be concluded that the clientele will be primarily low- and moderate income persons; for instance, a food bank at an assisted housing project.

Request For Proposal (RFP) applications are available for non-profit organizations and public agencies only who serve residents of:

King County Community Development Block Grant Consortium Cities are:

- **North/East Sub-region cities:** Beaux Arts, Bothell, Carnation, Clyde Hill, Duvall, Hunts Point, Issaquah, Kenmore, Lake Forest Park, Medina, Mercer Island, Newcastle, North Bend, Sammamish, Skykomish, Snoqualmie, Woodinville and Yarrow Point.

- **South Sub-region cities:** Algona, Black Diamond, Burien, Covington, Des Moines, Enumclaw, Maple Valley, Pacific, SeaTac and Tukwila and **all unincorporated King County**

Please return the Pre-Application form to: Kathy.Tremper@kingcounty.gov, or King County Housing and Community Development; Kathy Tremper, Community Development Coordinator; 401 Fifth Avenue, Suite 510, Seattle, WA 98104. Telephone: (206) 263-9097.

FUNDING TIMELINE

February 6, 2015	Pre-Applications Available on Web
Feb. 10 – March 28, 2015	Pre-Application Technical Assistance Workshops
April 2, 2015 2:00 PM	Pre-Applications Due (Required to be eligible to submit Application)
April 16, 2015	Applications Available through King County Procurement
March/April/May	Solicitation Number 1016-14-VLN - King County Community Development Technical Assistance Workshops Based on Project Category Type
May 29, 2015	Applications Due to King County Procurement, 2:00 p.m. at the Chinook Lobby, 401 Fifth Avenue, 3 rd Floor Seattle, WA 98104
June 1-5 2015	Technical Screening Process.
June - July, 2015	Evaluation Process
July 10, 2015	Public Forum – Applicant Presentations
August (TBD);	Sub-Regions Advisory Group(s) meet to finalize award recommendations
September 24, 2015	JRC Adopts/Modify Recommendations
November 2015	Applicants are notified of awards
January 1, 2016	New program year begins

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